

Northern Virginia Regional Local Human Rights Committee

Monday December 5, 2005 at 6:30pm

NVTC, Building #4- Canceled due to weather

Rescheduled meeting: Monday December 12, 2005 at 6:30pm

NVTC, Building #1, Executive Conference Room

Committee Members:	Status	Committee Members:	Status
Patricia Fuller	present	W. Bruce Jennings	late/ present
Ann Pascoe	present	Ivenia May	present
Mary Grady-Griffith	excused	Human Rights Advocate	Status
A.Michelle Petrini	present	Musa Ansari	absent
Denise Kaffka	present	Tim Simmons	present

General Attendance: DeAnne Mullins (Residential Youth Services), George Young (National Counseling Group) and Candy Penn (The Women's Home)- late arrival.

Meeting Minutes:

Meeting was called to order at 6:30pm. Minutes from November meeting were approved and a copy will be sent to Rev Yolton. Meeting date and location change due to weather was discussed.

Agency Affiliation Information form was reviewed. Letters to be sent to seven programs for non compliance . The only program who reportedly attempted to contact the Committee was Sellati. A written correspondence was received. Chair will f/u w/ Sellati re: non compliance. Committee agreed that Sellati must send in signed Affiliation Agreement and dues by Jan 15 and attend February meeting in order to be in compliance. List of nine non compliant programs (with addresses, phone # and contact person) given to HR advocate and a copy for Regional Advocate. Non Affiliation letter reviewed and approved by the Committee with one typo correction. Chair will send out non-affiliation letters. Review and approval of letter to go to Licensure advising them of non compliant and non-affiliated agencies. Discussion re: whether or not this Committee would allow these agencies to re-affiliate, if they requested to do so. Committee agreed that no re-affiliation would take place until the annual November meeting.

Braley and Thompson request for tax form to be completed. HR Advocate will f/u on this issue.

Discussion re: whether FMTC or WMTC attended the meeting and is signed up to present in March. Melissa Payne was present at the Annual Meeting and "technically" works for both. Chair will f/u when speaks w/ Sellati re: current non compliance status.

Agency presentations were done by DeAnne Mullins of Residential Youth Services, George Young of National Counseling Group and Candy Penn of the Women's Home. Materials were received from each presenter. Each agency gave a brief overview and answered Committee questions. In addition, each agency discussed how information re: this Committee was communicated to consumers and where (if applicable) HR posters were located..

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Recruitment efforts discussed. Committee members Michelle, Denise and Ivania will f/u with the three current applications by making telephone contact and requesting to set up an interview. The Chair requests to be present at the interviews. The Committee agreed to allow the formation of a sub-committee to handling membership applications and make recommendations to the Committee re: membership. The sub-committee members will be Michelle, Denise and Ivania and will report to the Chair. Denise and Bruce received their letters re: being "official" members of the Committee. Ivania was also approved at the most recent SHRC meeting.

Review and updates provided to the Committee Rooster. A copy was given to all members and to the HR Advocate.

Potential location change of meeting was discussed due to the building #4 construction. The Committee members agreed to keep the Committee's address at NVTC and to keep the meetings at NVTC. HR Advocate will f/u and attempt to schedule the Executive Conference Room for Building #1 until the end of 2006. If the room is not available, the Committee may meet at NVMHI as a back up.

Bylaws were discussed but further amendmentss will need to be made due to information provided by the HR Advocate. The information pertains to the Freedom of Information Act and its impact on "public" committees such as this Committee. Highlights of this information include: minute draft to be posted within 10 days of meeting completion (may be posted on SHRC web site which will be facilitated by the HR Advocate) and final version to be posted within three days of approval; agenda must be made available two hours before the meeting; location and meeting times must be posted (Scheduled Meeting Dates calendar can accomplish this). HR Advocate will email bullet points from this discussion to Committee members so that Committee members can review the bullet points and incorporate them into the bylaws for discussion at the next meeting.

Meeting adjourned at 9:30pm. Next meeting February 6, 2006.

Approved
Corrections - Feb 6, 05
Ivania - Name
second & last para: